

U.S. DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 20250

DEPARTMENTAL REGULATION		Number:
SUBJECT: Reestablishment of the National Poultry Improvement Plan's General Conference Committee	DATE: DEC - 3 2010	
	OPI: Animal and Plant Health Inspection Service	

1. COMMITTEE'S OFFICIAL DESIGNATION/TITLE

The General Conference Committee of the National Poultry Improvement Plan (NPIP).

2. AUTHORITY

This charter is established pursuant to title 9, *Code of Federal Regulations* (9 CFR) 147.43, which establishes the General Conference Committee (GCC).

3. OBJECTIVES AND SCOPE OF ACTIVITIES

The GCC, representing cooperating State agencies and poultry industry members, provides an essential function by acting as liaison between the poultry industry and the Department. The purpose of the GCC is to maintain and ensure industry involvement and advice in Federal administration in matters relating to poultry health and administering the NPIP.

4. DESCRIPTION OF DUTIES

The duties of the GCC involve assisting the Department in planning, organizing, and conducting the NPIP Conference.

During the interim between Plan Conferences, the GCC will represent the cooperating States in:

- a. advising the Department on administrative procedures and interpretations of the Plan provisions as contained in 9 CFR;
- b. assisting the Department in evaluating comments received from interested persons concerning proposed amendments to the Plan provisions;
- c. recommending to the Secretary any changes in the provisions of the Plan when postponement until the next Plan Conference would seriously impair the operation of the program;
- d. serving as a forum for the study of problems relating to poultry health.

5. AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS

The GCC will report to the Secretary of Agriculture through the Under Secretary, Marketing and Regulatory Programs.

6. SUPPORT

A representative of the Animal and Plant Health Inspection Service (APHIS) will serve as Executive Secretary and will provide the necessary staff support for the GCC.

7. ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS

During even-numbered years, the Committee meets at the time and place of the biennial National Plan Conference. The expenses during those years are usually considerably higher than during the odd-numbered years when the meetings are generally held in Atlanta, GA.

- a. The estimated cost in even-numbered years is \$25,000 and 0.28 staff years.
- b. The estimated cost in odd numbered years is \$12,500 and 0.07 staff years.

8. DESIGNATED FEDERAL OFFICER

The Designated Federal Official (DFO) will be the Senior Coordinator of the NPIP.

9. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

Meetings will be held annually or as the Secretary of Agriculture deems necessary.

10. DURATION

This committee will be established for 2 years from the filing date of the charter.

11. TERMINATION

This committee will terminate 2 years from the filing date of the charter

12. MEMBERSHIP AND DESIGNATION

- a. The Committee Chairperson and the Vice Chairperson shall be elected by the GCC from among its members.

- b. One member from each of six geographic areas of the United States and a member-at-large will be designated by an elective process prescribed in the provisions of the Plan (presently contained in 9 CFR 147.43(b)).
- c. Pursuant to 9 CFR 147.43(c), membership terms are 4 years in length.
- d. Equal opportunity practices, in line with USDA policies, will be followed in the nomination and subsequent election of persons to the GCC. To ensure that the recommendations of the GCC have taken into account the needs of the diverse groups served by the Department, membership should include, to the extent practicable, individuals with demonstrated ability to represent minorities, women, and persons with disabilities.

13. SUBCOMMITTEES

The Designated Federal Official may form subcommittees for purposes consistent with this charter. Any subcommittee, work group or task force must report back to the parent committee and must not provide advice or work products directly to the Agency.

14. RECORDKEEPING

Records of the Committee, formally and informally established subcommittees, or other subgroups of the Committee, will be handled in accordance with General Records Schedule 26, Item 2 or other approved USDA records directives and disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552 and the Federal Advisory Committee Act (FACA) as amended, 5 U.S.C. App.2.

15. FILING DATE

This charter will be filed with the Library of Congress, the Secretariat, and Congressional oversight committees as required by FACA. The filing date shall be the day the charter is filed with the standing committees of the Senate and House of Representatives having legislative jurisdiction of the agency.

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